

**STILLWATER COUNTY
COMMISSIONER MINUTES**

Notice: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder MCA 7-4-2611(2)(b).

**REGULAR MEETING -
November 19, 2019**

PRESENT Commissioners Mark Crago, Chair, Tyrel Hamilton Dennis Shupak, Members; Pamela Stoddard Administrative Assistant, Mark Schreiner Road and Bridge Superintendent, Carol Arkell, Shirley Keffer, Mike Rouane, Doreen Stockdale Stillwater County News, Brandon Garoutte, Heidi Stadel Clerk and Recorder, Joe Morse Human Resources/Finance.

PLEDGE
Commissioner Crago opened the meeting with the Pledge of Allegiance.

APPROVE AGENDA
Commissioner Hamilton **MOVED** to approve the agenda. Commissioner Shupak **SECONDED**. Motion passed unanimously.

MINUTES
November 12, 2019 Commissioner Hamilton **MOVED** to approve the agenda. Commissioner Shupak **SECONDED**. Discussion; Mike Rouane asked what will happen to the unnamed road on Shane Creek that was approved for a cattle Guard installation at the last meeting, will it change the areas grazing designation? Clerk and Recorder Heidi Stadel explained that the installation of a cattle guard does not change the designation of a Herd District.
Motion passed unanimously.

ANNOUNCEMENTS
Commissioner Crago made an announcement that they are several job postings and upcoming Board opening are listed on the County website.

CLAIMS
Claims #103673 through #103769 in the amount of \$173,617.62 Commissioner Hamilton **MOVED** to approve the Claims presented. Commissioner Shupak **SECONDED**. Motion passed with all in favor.

FILE ITEMS

Airport

- A. Final Project report for Airport Improvement Program
- B. Airport Board resignation letter

Planning

- A. Capital Improvement Planning TSEP Grant Award letter \$15,000.00

Sheriff

- A. October Financial Report \$650.00

County Attorney

- A. Letter; Sale of County Property rules and procedures.

Commissioner Hamilton **MOVED** to file the file items. Commissioner Shupak **SECONDED**. Motion passed unanimously.

REGULAR BUSINESS

Human Resource/Finance

- A. Contract with Actuaries Northwest in the amount of \$6,300.00 Commissioner Hamilton **MOVED** to approve the contract. Commissioner Shupak **SECONDED**. Discussion; Joe Morris Finance Manger explained that the contract is to reassess liability (leave and retirement) required for the Counties Annual Audit. Motion passed unanimously.

DES Fire Warden

- A. "I Am Responding" Subscriptions for Rapelje and Park City in the amount of \$4,512.00 Commissioner Hamilton **MOVED** to approve the agreements for both Rapelje and Park City. Commissioner Shupak **SECONDED**. Discussion; Commissioner Crago stated that the Application will allow First responders to see who is responding to emergencies. The money will be taken from Grassland Fire Funds. Motion passed unanimously.

Road and Bridge

- A. Maintenance Agreement with Fuel Master Fuel Management Extended Maintenance in the amount of \$1,175.00 Commissioner Hamilton **MOVED** to approve the Contract. Commissioner Shupak **SECONDED**. Discussion; Road and Bridge Superintendent added the fuel cartridge computer system station at the Road

Department will continue to be serviced by this maintenance agreement. Motion passed unanimously.

Public Comment

Shirlee Keffer read a statement in to the record;
Last week I state that the three Concept Plans for dealing with office space, Courthouse and fairgrounds were not acceptable for a number of reasons;

1. Although I agree the Sheep Dip property would be an ideal location for a new fairground. I oppose this plan due to the cost of relocating. This proposal is needed in order to build office complex on the existing property of the fairgrounds' that is in Concept A &C.
2. As stated previously I suggest going back to the drawing board to use the existing Court House property for expansion of office space. I submit to you today a sketch of a proposed idea from a citizen of Stillwater County for your review. It is a start. There is too much wasted space in front of the existing building (walk ½ block to reach the entrance along with lawn maintenance)
3. Broadwater Elementary School in Billings is an excellent example of adding on to an older building(historical) in Billings Montana.
4. Consensus was to save the Court House in the earlier "Public Hearings"; let's look at doing just that by building on the existing property. Keep costs down to ensure property taxes aren't Impacted by this construction.
5. Last Tuesday I asked for copies of the three Concepts from the Clerk and Records Office (cost \$4.50, which I paid with a smile). I have been showing these Concepts over "Coffee Shop Talk" to get reactions. To date, non were acceptable. I asked the individuals to submit their comments to the Commissioners.

Meeting Adjourned: Hearing no further business, Commissioner Crago adjourned the regular meeting at 9:10 a.m.

APPROVED BY: /s/ Mark Crago, Commissioner Chairman
ATTEST: Heidi L. Stadel, Clerk and Recorder